Client-level Data Demonstration Project (CDP)
FAQs - Client Level Form

Q01. How can grantees create a URN?

CDP grantees do not have to use HAB's version of creating the URN. They may create their local version of the URN, as long as identifying information (e.g. Social Security number, date of birth) is not included in the URN.

Grantees who wish to use HAB's version of the URN may contact John Milberg at jmilberg@hrsa.gov.

Q02. Why is the ZIP required in the client level data?

The ZIP codes are used to aggregate the services provided to patients across the country.

Q16. What is the definition of mental health history?

Note that this question asks, "Does the client have a self-reported or documented history of a mental health condition?" Thus, self-reports of a mental health condition are also a valid response. A mental health condition includes depression, psychosomatic disorders, psychosocial disorders and all other listed conditions in the DSM-IV.

Q17. How to record no visits, or services that are not provided by the agency?

A service checklist will be made available for grantees to mark off the services that are provided at their sites. Grantees will only have to respond to the service question that they indicate on the checklist.

Q19. What is the definition of a "new client?"

A "new" client is a client who is new to HIV primary care during the data reporting calendar year. See the updated instructions to this question.

Q20-27. What is the distinction between "Not Applicable" and "No, not medically indicated"?

> Several examples were discussed here. For #20, a young child may not have risk behaviors; therefore, not applicable would be the correct answer. For #21, once again a young child may not have partner notification counseling. For #22-27, the medical care for the affected client could be not applicable if no medical data is available. Not medically indicated would be in cases where the client recently received a TB skin test, Hep C, or Hep A vaccine. If you have any specific client questions in this area, please call HAB.

Q29-Q30. Are self-reported dates and counts (CD4 and viral load) acceptable?

> Self-reported counts and dates, for CD4 and viral load reporting, are acceptable as valid information for the CDP data set.

Q42. What is the distinction between in-house and outside referrals?

> This is to clarify the distinction between #17 and #42. In-house referrals deal with referrals that are made within your organization. Organization is loosely defined as the grantee organization and/or your network and/or your subcontractors. In #17, those services are what your organization can provide to the clients. A service checklist will be made available for grantees to mark off the services that are provided at their sites. In #42, the grantees will record what services the client received outside the defined organization.